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STAFF REPORT

BOARD MEETING DATE: FEBRUARY 9, 2016

DATE: January 20, 2016

TO: Board of County Commissioners

FROM: Michael Sullens, Purchasing and Contracts Manager, Washoe County
Comptroller's Department, 328-2281, msullens@washoecounty.us

THROUGH: Chris Benedict, Remediation District Program Manager, Washoe County Community
Services Department/CTMRD Program, 954-4642, cbenedict@washoecounty.us

Cathy Hill, Comptroller, Washoe County Comptrollers Department, 328-2563,
chill@washoecounty.us

SUBJECT: **Award Invitation to Bid (ITB) #2959-16 for Environmental Sample Testing, Data Review and Reporting to Alpha Analytical, Inc., 255 Glendale Avenue, Suite 21, Sparks, NV, the lowest and most responsive, responsible bidder, in an estimated annual amount of \$150,000.00; and authorize the Purchasing and Contracts Manager to execute an agreement with Alpha Analytical, Inc., for a one (1) year period, with two (2), one (1) year renewal options, at the discretion of the County. (All commission districts).**

SUMMARY

Award Invitation to Bid (ITB) #2959-16 for Environmental Sample Testing, Data Review and Reporting to **Alpha Analytical, Inc.**, the lowest, most responsive, responsible bidder, in an estimated annual amount of **\$150,000.00**, and authorize the Purchasing and Contracts Manager to execute an agreement with Alpha Analytical, Inc., for a one (1) year period, with two (2), one (1) year renewal options, at the discretion of the County.

Department Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

On December 11, 2012, the Board awarded Bid No. 2831-13 for Remediation Water Testing, Review and Reporting to Alpha Analytical, Inc., in an estimated annual amount of \$170,000.00, and authorized the Purchasing and Contracts Manager to execute a one (1) year agreement with two (2) year renewal options, at the discretion of the County.

Agenda Item # 5.D.2.

BACKGROUND

This bid has similar testing parameters as the previous bid (ITB2831-13), but the value of the award is estimated to drop slightly due to decreases in the number and types of samples expected to be collected during the initial year of the contract period. It is also anticipated that the number of samples collected may increase yearly by approximately 12.5%.

The Community Services Department's Central Truckee Meadows Remediation District (CTMRD) program was created in 1995 (by state statute and county ordinance) to address groundwater contamination from PCE, provide liability protection for property owners in the affected area (i.e. within the CTMRD contaminant boundary), and avoid a superfund listing by the United States Environmental Protection Agency (EPA). The objectives of ongoing CTMRD program are to prevent, protect, and mitigate PCE contamination of the groundwater resource in the central Truckee Meadows.

Outside laboratory analytical services are required to support a number of the CTMRD program activities including the Groundwater Monitoring Plan (GMP), Sewer Monitoring Program (SMP), and Potential Source Area (PSA) investigations. These activities (along with these laboratory analytical services) are fundamental components of the CTMRD program and are necessary to meet specified objectives documented in the CTMRD program Remediation Management Plan (RMP) as approved by the Nevada Division of Environmental Protection (NDEP) and the Board in 2003.

The Invitation to Bid was duly advertised in the newspaper and through the services of www.DemandStar.com, resulting in the receipt of three (3) bids. Sealed bids were opened in the Purchasing Office at 2:15 p.m., Wednesday, December 30, 2015.

The three bid responses were evaluated and ranked by Chris Benedict, CTMRD Program Manager and Brian Bass, CTMRD Senior Hydrogeologist/Engineer, based on the criteria listed in the Invitation to Bid. Alpha Analytical's bid was determined to be the lowest, responsible, responsive bid despite higher sample testing costs, and ranked as the best and most responsive because of their demonstrated ability to meet all of the County's testing, data review and data reporting needs. The bid received from Silver State Analytical Laboratories was determined to be non-responsive for failure to respond completely to more than 75 percent of the bid submittal requirements. The bid from WETLAB did not demonstrate current capability and experience with Soil Gas Absorbent Tube Analysis as required in the bid.

Responding Bidders:

Alpha Analytical, Inc.
255 Glendale, Ste 21
Sparks NV 89431

<u>Bid Item #1</u>	<u>Analysis</u>	
Groundwater (GW)VOC Sample		\$70/\$75
Wastewater (WW)VOC Sample		\$70
WW Hydrocarbon/SMP Sample		\$45
Soil Gas ORBO VOC Sample		\$140
GW Characterization Sample – Metals		\$65
GW Characterization Sample – Anions		\$24
GW Characterization Sample – Alkalinity		\$10

Bid Item #2 Full Doc QC Data Pkg

Groundwater/GMP and PTA Samples	\$10
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Bid Item #3 Electronic Data Deliverables

No Charge

Silver State Analytical Laboratories
4587 Longley Lane, No. 2
Reno, NV 89502

<u>Bid Item #1</u>	<u>Analysis</u>	
Groundwater (GW)VOC Sample		\$68
Wastewater (WW)VOC Sample		\$68
WW Hydrocarbon/SMP Sample		\$25
Soil Gas ORBO VOC Sample		\$125
GW Characterization Sample – Metals		\$75
GW Characterization Sample – Anions		\$30
GW Characterization Sample – Alkalinity		\$25

Bid Item #2 Full Doc QC Data Pkg

Groundwater/GMP and PTA Samples	\$10/\$25
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Bid Item #3 Electronic Data Deliverables

No Charge

Western Environmental Testing Laboratory
475 Greg Street #119
Sparks, NV 89431

<u>Bid Item #1</u>	<u>Analysis</u>	
Groundwater (GW)VOC Sample		\$60
Wastewater (WW)VOC Sample		\$60
WW Hydrocarbon/SMP Sample		\$40/\$25
Soil Gas ORBO VOC Sample		\$75
GW Characterization Sample – Metals		\$65
GW Characterization Sample – Anions		\$16
GW Characterization Sample – Alkalinity		\$8

Bid Item #2 Full Doc QC Data Pkg

Groundwater/GMP and PTA Samples	\$2
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Bid Item #3 Electronic Data Deliverables

No Charge

FISCAL IMPACT

Budget authority for this expenditure is available in Central Truckee Meadows Remediation District (Fund 266) FY16/17 budget, Fund Center 206000, account number 710101 (Laboratory Services). Funds are anticipated to be requested and approved for all future fiscal years applicable to Agreement renewals.

FISCAL IMPACT CONT'D

The base value of this award would be for 1,520 samples for the first contracted year with full data quality documentation reporting on 10% of those samples; full-year costs for the first year are expected not to exceed \$150,000. Additionally, a 25% contingency is requested to accommodate a projected 12.5% annual increase in the number of samples over each of the next two years.

Revenues in support of this effort are provided from Remediation Fees imposed on land parcels receiving water directly or indirectly from water purveyors with groundwater wells in the PCE-affected area and imposed by ordinance on the respective general tax bills for those parcels.

RECOMMENDATION

Award Invitation to Bid (ITB) #2959-16 for Environmental Sample Testing, Data Review and Reporting to **Alpha Analytical, Inc.**, the lowest, most responsive, responsible bidder, in an estimated annual amount of **\$150,000.00**, and authorize the Purchasing and Contracts Manager to execute an agreement with Alpha Analytical, Inc., for a one (1) year period, with two (2), one (1) year renewal options, at the discretion of the County.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

“Move to award Invitation to Bid (ITB) #2959-16 for Environmental Sample Testing, Data Review and Reporting to **Alpha Analytical, Inc.**, the lowest, most responsive, responsible bidder, in an estimated annual amount of **\$150,000.00**, and authorize the Purchasing and Contracts Manager to execute an agreement with Alpha Analytical, Inc., for a one (1) year period, with two (2), one (1) year renewal options, at the discretion of the County.